

# Green Communities Challenge Grant 2005

Implementing The New Jersey Shade Tree and  
Community Forestry Assistance Act



Department of Environmental Protection  
Division of Parks & Forestry  
New Jersey Forest Service  
Community Forestry Program

*Deadline: November 24, 2004*

*Funding for this program was provided through the USDA Forest Service Urban and  
Community Forestry Program and the State of New Jersey*

## **Introduction**

In response to the passing of the New Jersey Shade Tree and Community Forestry Assistance Act in 1996, the New Jersey Community Forestry Program's 2005 Green Community Grants will be awarded to communities for the development of comprehensive community forestry management plans.

The Act, which was passed on December 5, 1996, allows New Jersey communities to obtain liability protection under the New Jersey Tort Claims Act for their shade tree programs. However, in order to qualify for this protection, shade tree commissioners or other community representatives must develop a community forestry management plan for their community, as well as attend the state's training skills and accreditation program.

***This Green Communities Grant can only be used by municipalities and counties to offset the cost of hiring a forestry consultant who will work with them in the development of a community forestry management plan.***

Once a municipality or county has an approved plan and the appropriate training, the opportunity may exist to apply for funding (if available) through the Community Stewardship Incentive Program (CSIP). This grant will offer funds to municipalities and counties to accomplish their management goals and to complete practices *that are priorities in their plan.*

The New Jersey Community Forestry Council, in cooperation with the State Forester, has developed the management plan guidelines and training program. Copies of the guidelines are available on the Community Forestry web site:

<http://www.state.nj.us/dep/forestry/community/Grants.htm>

Community Forestry is defined as "the planning, design and management of vegetation on public land in and around communities to maximize their economic, social, visual and environmental contributions to the well being of the community."

As the definition implies, a management plan is essential to successfully achieving a healthy and safe community forest. By developing and implementing a management plan for your town's shade trees, the tree program can become more proactive and efficient. A plan can also lead to decreased tree maintenance and removal costs, shorter response time to citizen requests for work and a decrease in hazardous tree situations.

## **Funding**

The USDA Forest Service through the National Urban and Community Forestry Program funds this year's \$74,000 grant program. The maximum grant awarded per application will be \$2,000 and this must be applied towards offsetting the cost of hiring a forestry consultant who will work with them in the development of the management plan.

The applicant must match the requested grant amount with either an in-kind or cash contribution greater or equal to half the requested amount (Minimum match amount is \$1,000). The matching contribution by the applicant must be from sources other than the federal government.

Award payments shall be made to successful applicants in the form of a reimbursement after the New Jersey Community Forestry Council has approved the Community Forestry Management Plan and an expenditure report has been submitted and approved.

## **Green Communities Grant Program Goals**

- To sustain healthy tree cover in New Jersey communities
- To encourage the development of new local community forestry programs
- To support existing community forestry programs
- To increase environmental, social, and economic benefits to communities by assisting local community forestry programs
- To encourage community involvement by adults and youth volunteers
- To develop partnerships with local government agencies that will encourage future support of local community forestry programs

## **Eligibility Requirements**

- Any municipal or county government agencies that agree to contribute a sum equal to or greater than half the grant amount (from sources other than federal government) are eligible to apply for this grant. This matching contribution may include in-kind services (the accepted general volunteer rate is \$17.19/hour).
- If your municipality or county has a community forestry management plan (CFMP) that expires in the year 2004 or 2005, you are eligible for a Green Communities Challenge Grant to put towards your second 5-year CFMP.

*\*\*\* The guidelines for a second 5-year CFMP are slightly different than those for the first, and will be included with your award notice.*

## **Minimum Eligibility Requirements**

1. Applications must be postmarked or hand delivered no later than **November 24, 2004**.
2. Only one application may be submitted per municipality or county.
3. The grant request must be less than or equal to \$2,000.
4. The applicant's match must be with in-kind contributions or funding greater than or equal to half the amount of the grant requested. The contribution match by the applicant must be from sources other than the federal government.
5. **One original** and **one copy** of the application form must be submitted.
6. All blanks in the application form must be filled in.
7. The application must be signed by the **Mayor** or **County Administrator** to indicate their support of the project and by a member of the applicant organization.
8. The organization must be in compliance with all previous forest service grants. Any organization that is not up-to-date or has questions concerning their status should call the Community Forestry Program (609) 292-2532.

\*\*\* It is important to note that if the applicant does not meet the above minimum criteria, their application will **NOT** be eligible for funding.

## **Funding Selection Process**

- A random drawing will decide which applicants receive funding.
  - Applicants that do not receive funding this year will be placed on a list and will be funded in the succeeding years according to their lottery position.
  - Applications for funding of a second 5-year CFMP will be given priority.
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## **Award Notification**

The New Jersey Forest Service shall make Grant award announcements during the month of December 2004. Each applicant will be notified of their final status and the amount of their award. Grant recipients will receive information on the procedure for submitting for approval a comprehensive community forestry management plan. New Jersey Forest Service foresters are available for technical assistance. The plan should be submitted within one (1) year of the grant award date.

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## **Application Deadline: November 24, 2004.**

If mailed, the application must be submitted to:

**Community Forestry Program  
Green Communities Challenge Grant 2005  
501 East State Street  
PO Box 404  
Trenton, NJ 08625**

Applications must be postmarked no later than **November 24, 2004.**

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## **Hand Delivered**

If hand delivered, application must be addressed as above and submitted to the New Jersey Community Forestry Program on the 4<sup>th</sup> Floor of Building 5 at 501 East State Street in Trenton no later than 4:00 PM on Tuesday, November 24, 2004.

## **For More Information**

For additional information please call the Community Forestry Program at (609) 292-2532.

# Green Communities 2005 Application Form

(All blanks must be filled in order to be eligible)

Amount of Grant Requested: \_\_\_\_\_ Municipality: \_\_\_\_\_

Amount of Matching Contribution: \_\_\_\_\_ County: \_\_\_\_\_

Total Project Amount: \_\_\_\_\_ Federal ID Number: \_\_\_\_\_

Applicant Organization Name: \_\_\_\_\_

Organization Mailing Address: \_\_\_\_\_

Contact Name and Title: \_\_\_\_\_

Person Submitting Application

Contact Telephone Numbers:(Daytime)\_\_\_\_\_ Fax: \_\_\_\_\_  
(Evening)\_\_\_\_\_ (Cell)\_\_\_\_\_

Type of Accounting Records of County or Municipality:

☐ Cash Basis ☐ Modified Accrual ☐ Accrual Basis ☐ Other:\_\_\_\_\_

Applicant Organization's Fiscal Year End Date: \_\_\_\_\_

Financial Officer Name and Title: \_\_\_\_\_

*As designated representative of the above organization, I hereby agree that this project shall be implemented within the agreed upon time frame. I pledge that within 30 days after completion of the proposed project, the organization shall submit a copy of the Community Forestry Management Plan to the New Jersey Forest Service for review and approval. I understand that reimbursement by the New Jersey Forest Service will be initiated after the approval of the Management Plan.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Person Submitting Application

*As official representative of the above community or county for which the management plan is being developed, I hereby authorize the project submitted for this proposed Green Communities Grant.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mayor or County Administrator Signature, Title

## Checklist

- ☐ Have you included one original and one copy of the application form?
- ☐ Is your Application form completed? ☐ Have you signed and dated the application?
- ☐ Does your application have signature of mayor or county administrator?
- ☐ Have you met all the eligibility requirements? ☐ Are previous Forest Service grants up-to-date?
- ☐ Have you addressed the envelope properly? ☐ Is this an application for your 2<sup>nd</sup> 5-year plan?
- ☐ Do you have the right amount of postage on your application?

